

MINUTES OF GEOGRAPHY DIVISION STAFF MEETING, 30 September 1959

PRESENT:
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1. United Givers Fund

25X1A9a reported on the AD's meeting on UGF last Thursday morning.

*2. Security

The Division has had two violations within a period of approximately two months. Those present were asked to impress upon their people the fact we have fallen short of the perfection we should achieve and that each person should refresh himself on the whole matter of security.

25X1A9a The responsibility of the Security Check Officer was reviewed, and read the following two paragraphs from the Manual for Security of Areas, Offices, and Buildings, HB 10-500-1:

The security check officer shall begin his security check at the end of the regular workday after all or most of the employees have left. During the course of the security checking process, the security check officer shall complete Form No. 109, Security Check Officer List, including any breaches of security, or any defective equipment or other security hazards detected by him.

If a room or work area (any open bay or wing) is still occupied at the time the security check officer is making his security check, the responsibility for performing the security check of the entire room or work areas shall be assigned to the occupant, who shall acknowledge the assignment by signing or initialing Form No. 109.

25X1A9a will ask the Office of Security for a ruling regarding the responsibility of those people who habitually stay on after the regular workday.

*3. East-West Exchange

25X1A9a are to draft a memo which presents intelligence reaction to a proposed exchange of US and USSR city planners.

*4. Release of Volumes I and II of the USSR Atlas to Nongovernment Agencies

It has been decided that copies of both volumes will be released to nongovernment agencies through Commerce and OO/C, but the selection will be smaller than that for the China atlas. will handle the matter .

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5. AGS Requests

25X1A9a will be in touch with Division regarding a. request from AGS for certain translated Russian materials and b. the intent of the AGS/NSF to produce an atlas on Antarctica.

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6. Miscellaneous

a. The proposed GC/E compilation of regional maps for Africa was discussed.

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b. [REDACTED] informed [REDACTED] that the question of reviewing manuscript materials in the possession of [REDACTED] is up again; 25X1A9a a meeting to consider this subject will be set up in the near future.

c. The adequacy of the GRA exhibit at the County Fair was discussed.

d. Ch/G plans to check into the matter of the three copies of ORR reports that go to St/P before dissemination is authorized.

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e. [REDACTED] called attention to the extent and nature of the service rendered by the Joint Publications Research Service.

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f. [REDACTED] has a copy of the recent issue of Data that gives the organization of the Joint Chiefs of Staff.

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g. [REDACTED] gave the following information regarding dissemination of ORR STATUS OF PROJECT REPORTS: 75 to ORR; 34 reserve and available only to ORR; the remainder to Assistant Directors, DD/I; DD/P; OO; DD/C; Training Branch Library, [REDACTED] PIC, VM. St/PB lists in this 25X1A8a report all projects, whether code or otherwise, in order to give the complete picture of ORR production.